

**Income Maintenance Advisory Committee
Department of Health and Family Services
Division of Health Care Financing
May 19, 2005
*Minutes***

County Attendees: **Jackie Bennett**, Racine Co.; **Joanne Faber**, Washington Co.; **Tim Gessler**, Winnebago Co.; **Liz Green**, Dane Co.; **Corey Hoze**, Milwaukee Co.; **Jane Huebsch**, Marathon Co.; **Ed Kamin**, Kenosha Co.; **Doreen Lang**, Wood Co.; **Chris Machamer**, Waupaca Co.; **Terry Rapp**, Wood Co.; **Amy Roland**, Outagamie Co.; **Sue Schmitz**, Waukesha Co.

State Attendees: **Mary Claridge**, DHFS/BFS; **Bernadette Connolly**, DHFS/BEM; **Curtis Cunningham**, DHFS/OSF; **Sara Edmonds**, DHFS/BEM; **Brian Fangmeier**, DHFS/BEM; **Theresa Fosbinder**, DHFS/BEM; **John Haine**, DHFS/BEM; **Lisa Hanson**, DHFS/BEM; **Jim Hennen**, DHFS/SERO; **Vicki Jessup**, DHFS/BEM; **Jim Jones**, DHFS/BEM; **Cheryl McIlquham**, DHFS/BEM; **Scott Reidasch**, DHFS/BEM; **Jodi Ross**, DHFS/BEM; **Marilyn Rudd**, DHFS/BEM; **Joanne Simpson**, DHFS/BEM; **Edie Sprehn**, DWD; **Rick Zynda**, DHFS/BEM

Administrative Items

- April minutes were approved with the following modification:

Under the Medicare part D section the sentence “A mass mailing to low-income subsidy recipients will be sent out May 25th to around 67,000 WI residents and will include the LIS application and a return envelope from SSA.”, is to be replaced with “A mass mailing to low-income subsidy recipients will be sent out May 25th to around 360,000 WI residents and will include the LIS application and a return envelope from SSA.”
- As of May 2, 2005, Cheryl McIlquham has accepted the position of Deputy Administrator for the Division of Health Care Financing. She will continue to co-chair the IMAC committee until the position of Director of the Bureau of Eligibility Management has been filled.
- The Joint Finance committee continues to meet on the Governor’s budget. As of May 18th, the committee has made decisions on the following three IM issues:
 - Funeral and Cemetery (WFCAP)

The Governor’s budget included language to put a cap on the budget for the WFCAP reimbursement. The Joint

Finance Committee deleted the Governor's provision and instead required that local agencies report WFCAP cost data to DHFS as a condition of reimbursement. This provision would be effective beginning January 1, 2006.

- MA Eligibility and Quality Assurance

The provisions included in the Governor's budget were approved, with minor technical modifications. The Governor's budget included additional funds for DHFS and local agencies for MA Second party reviews and Quality Assurance processes.

- BadgerCare Verification Process

The Joint Finance Committee adopted a provision that would require that the BadgerCare verification form be mailed directly to employers. A penalty may be imposed on employers who do not return the form within 30 days. Fifty percent of the revenue from this penalty will be used for BadgerCare benefit costs and the remaining revenue will be used for common school funds.

- Sub-committee Assignments

An updated version of the Sub-Committee assignments will be posted on the IMAC website.

- Funding for CY 2006 Allocations

DHFS is once again looking to identify one time supplemental funds to add to the base IM Administrative Allocation. Last year DHFS provided one time supplemental funding of \$4.1 million for the CY 2005 contract. WCHSA agreed that DHFS could provide agencies with the preliminary allocations by the end of the first week of June.

DHFS is talking internally on how to get a handle on RMS. Currently the IM expenses reimbursed to the counties are more than the federal revenue received at DHFS based on RMS statistics. DHFS then uses GPR funds to fill in the gaps. WCHSA would like to see the RMS workgroup reconvene to discuss this.

Recap WFCAP

With the implementation of the new funeral and cemetery reimbursement form, DHFS was anticipating that overall costs for the program could be reduced. It

now looks like that may not be the case. One reason is that some counties were working under a much stricter set of rules than the new form requires.

The IMAC agreed to form an Ad-hoc sub-committee, to evaluate this program and its policies.

Sub-Committee Reports

- Training and Technical Assistance

See handout below.

- IT

Some of the changes implemented in CARES over the last 12 months include:

- New hire data exchange to check school enrollment
- Fixes to Family Fiscal Unit
- Updated Employment verification form
- CWW roll-out
- FS and MA spousal impoverishment
- Review Dates
- Long-Term care functional screen using MCI

The ACCESS website will also be updated, to include Medicare part D and Low-income subsidy screens. In August a new Benefit Query will allow FS, MA and SSI-CTS clients to see basic information on their cases. This feature will also have a Frequently Asked Question area for case related inquiries.

Local agencies asked if the ACCESS Website address could be included in CARES notices. DHFS agreed to consider this.

CWW Pilot 1 is under way with Sauk successfully transitioning 20% of their cases and Jefferson transitioning 27% of theirs. Pilot 2 went live on May 2nd and so far Columbia County has transitioned 3% of their cases, Dane has completed 6%, and Rock has completed 13%.

Dodge County and the rest of the Western Roll out will use May as a preparation month. CWW training will begin in June, agencies will go live in July, and August will be a mandatory transition month.

CWW training will be replaced with version 2.0, this change should also speed up the server. This newer version will be available June 6th, so

counties who can wait for training until June are encouraged to do so. More information on this will go out to counties at a later date.

After the changes to the CWW are made on June 6th, no more changes will be made until the roll-out is complete. This will allow for consistency and stability for the local agencies as the roll-out progresses. Once all the counties have transitioned, additional changes can be made if needed.

Currently the CARES mainframe is very slow. This is caused by the mainframe being at 100% capacity, not because of the CWW. Resources will be expanded over the next month and should increase response time in CARES.

FoodShare Error Rate Update

See handout below.

The National average for the first three months of 2005 is 5.9%. Currently, Wisconsin is the lowest and most improved state in the Midwest Region. Based on this data Wisconsin is still in contention to get bonus money for 2005.

Some major efforts are being made to improve the error rates. Some of those efforts include:

- Second Party Review Process - the QA sub-committee will revisit this at their June meeting.
- Find and Fix part 2 - 2 PAC staff are looking at all the applications, reviews, and SMRFS of 15 Milwaukee staff who need assistance.
- Electronic Case Files - as long as the appropriate data is scanned the documents will be there to review.
- Simplify Child Support Income - how to view this information from KIDS
- Self-Employment Policy - training needs for this policy are being researched.

Medicare Part D

Some county workers had attended recent training provided by CMS about Medicare Part D. Cheryl McIlquham passed out copies of recent CMS notices. These can be found at <http://www.cms.hhs.gov/medicarereform/lir.asp>.

State law requires that Wisconsin establish a process for the Low-Income Subsidy application. A manual process will be implemented at the statewide customer application processing operation (CAPO). However, because SSA has an electronic process in place, CMS is encouraging states to use it. Applications

will come with a self addressed, postage paid envelope or can be submitted online. The SSA website will begin taking online applications July 1, 2005.

Other Items

Ed Kamin requested that DHFS provide an annual summary for each agency of the MA benefit dollars paid by agency. This would help the local agencies during their annual budget process. FS and W-2 numbers are available online, but MA is not.

DHFS agreed to consider making this an annual report. DHFS will obtain input from local agencies regarding the specific information needed in the report.



IMAC TRAINING AND TECHNICAL ASSISTANCE (TATA) SUBCOMMITTEE ACTIVITIES REPORT

Y 19, 2005



2004 MEMBERSHIP

Keli Poppe	Kenosha County
Vicki Jessup	BEM – Quality Assurance
Jacarie Coutant	Milwaukee County
Paulette Penick	Dane County
*Jenny Hoffman	Brown County
*Russell Yancey	Milwaukee County
Jeff Brikowski	BEM – Food Share policy section
Pam Lohaus	DHFS/Regional Office
Deanna Tessman	Jefferson County
Dave Hippler	BEM – Technical Assistance, Training and Education section
Melissa Otter	BEM – Systems section
Lynda Fischer	DWD/ DWD-DHFS Partner Training Services (PTS)
Staci Wanty	UWO-CCDET/DWD-DHFS Partner Training Services (PTS)
Margaret Romens	Dane County
Kevin Raines	Waukesha County/ DWD-DHFS Partner Training Services (PTS)
Julie Loebel	ACS/DWD-DHFS Partner Training Services (PTS)
Tricia Bless	UWO-CCDET/DWD-DHFS Partner Training Services (PTS)
*Theresa Fosbinder	BEM IM Training Manager
* Co-chairs	

CHARTER

IMAC TRAINING AND TECHNICAL ASSISTANCE SUBCOMMITTEE

This subcommittee was created in 2003 to impact all aspects of training and technical assistance services to local agencies and their workforce according to individual needs to

2005 ACTIVITIES: JANUARY - MAY

MEETING DATE	MEETING TOPICS	ACTIVITIES
January, February, March 2005	NO MEETING	NO MEETING
April 2005	CWW, Upcoming initiatives, LTC curriculum, Milwaukee Payment Accuracy training activities	Review of CWW kickoff event; status of CWW pilot activities; discussion of plans for CWW curriculum revision; discussion about IT requirements for CWW and CWW training, including best practices; Discussion of and input into planned CWW training reporting process; Discussion of worker “saturation” with new initiatives and plans to try to address this, Decision to create a subgroup to assist in redesigning the LTC curriculum; presentation by Russell Yancey about Wages and Salaries payment accuracy training in Milwaukee.
May 2005	LTC curriculum, CWW pilot experiences, CWW implementation and training update, PTS Server upgrade, CWW “level 2” topics, New worker plans	Discussion of current issues in LTC and plans to assemble group for curriculum revision; presentation by Margaret Romens about Dane County’s CWW pilot experiences and best practices; update about CWW implementation plans; update about CWW training pilot and resulting changes and enhancements; communication about resources available on the CWW Information and feedback web site; consideration of need for CWW “level 2” training on specific process based topics including employment, using history, sanctions, reviews and adding/deleting persons; recommendation that PTS server upgrade be done at the end of May/beginning of June to enhance speed and performance when accessing training materials; discussion of plans to revise new worker curriculum for CWW and offer a summer class.

Focus areas for 2005:

CARES Worker Web 1 training
Planning for future initiative training (ACCESS, CWW future projects)
Long Term Care curriculum redesign
New worker plans
Worker “saturation” and effective workload management strategies
Assessment processes

State Error Rate FFY 2004 (Oct - Jan) by Local Agency

Agency	Sample Size	Error Cases	Case Error Rate	Allotment	Error Amount	Error Rate
Adams	1	0	0%	\$471	\$0	0.00%
Ashland	3	0	0%	\$368	\$0	0.00%
Bad River	1	0	0%	\$163	\$0	0.00%
Barron	3	0	0%	\$800	\$0	0.00%
Brown	10	0	0%	\$1,534	\$0	0.00%
Buffalo	1	0	0%	\$536	\$0	0.00%
Calumet	3	1	33%	\$787	\$86	10.90%
Chippewa	4	1	25%	\$436	\$40	9.20%
Clark	1	0	0%	\$371	\$0	0.00%
Columbia	2	0	0%	\$414	\$0	0.00%
Crawford	1	0	0%	\$27	\$0	0.00%
Dane	20	2	10%	\$2,764	\$129	4.70%
Dodge	3	0	0%	\$255	\$0	0.00%
Douglas	5	1	20%	\$495	\$38	7.70%
Dunn	2	0	0%	\$192	\$0	0.00%
Eau Claire	4	0	0%	\$703	\$0	0.00%
Fond du Lac	3	0	0%	\$565	\$0	0.00%
Grant	2	1	50%	\$318	\$39	12.30%
Green	2	1	50%	\$178	\$132	74.20%
Green Lake	1	1	100%	\$289	\$48	16.60%
Iowa	1	0	0%	\$97	\$0	0.00%
Iron	1	0	0%	\$58	\$0	0.00%
Jefferson	2	0	0%	\$171	\$0	0.00%
Juneau	1	0	0%	\$171	\$0	0.00%
Kenosha	12	2	17%	\$2,137	\$98	4.60%
LaCrosse	5	0	0%	\$779	\$0	0.00%
Lincoln	3	1	33%	\$656	\$113	17.20%
Manitowoc	1	0	0%	\$179	\$0	0.00%
Marathon	4	0	0%	\$1,067	\$0	0.00%
Marinette	3	0	0%	\$383	\$0	0.00%
Marquette	2	1	50%	\$578	\$52	9.00%
Milwaukee	150	29	19%	\$27,760	\$3,051	11.00%
Monroe	1	0	0%	\$82	\$0	0.00%
Oneida	4	0	0%	\$853	\$0	0.00%
Outagamie	3	1	33%	\$1,055	\$311	29.50%
Ozaukee	1	0	0%	\$10	\$0	0.00%
Pierce	1	0	0%	\$10	\$0	0.00%
Polk	2	0	0%	\$555	\$0	0.00%
Portage	3	0	0%	\$464	\$0	0.00%
Racine	13	1	8%	\$3,709	\$36	1.00%
Richland	1	0	0%	\$274	\$0	0.00%
Rock	11	1	9%	\$1,646	\$64	3.90%
Rusk	1	0	0%	\$37	\$0	0.00%
Sauk	1	0	0%	\$21	\$0	0.00%
Sawyer	3	0	0%	\$516	\$0	0.00%
Shawano	1	0	0%	\$42	\$0	0.00%
Sheboygan	4	2	50%	\$722	\$131	18.10%
Sokaogon	1	1	100%	\$141	\$141	100.00%
St. Croix	1	0	0%	\$156	\$0	0.00%
Taylor	1	0	0%	\$529	\$0	0.00%
Trempealeau	1	0	0%	\$13	\$0	0.00%
Vernon	1	0	0%	\$10	\$0	0.00%
Walworth	1	0	0%	\$296	\$0	0.00%
Washburn	1	0	0%	\$218	\$0	0.00%
Washington	3	1	33%	\$809	\$108	13.30%
Waukesha	8	0	0%	\$1,532	\$0	0.00%
Waupaca	4	0	0%	\$254	\$0	0.00%
Winnebago	5	1	20%	\$1,797	\$32	1.80%
Wood	4	0	0%	\$765	\$0	0.00%
Totals	338	49	14%	\$62,218	\$4,649	7.47%

State Error Rate FFY 2005 (Oct - Jan) by Local Agency

Agency	Sample Size	Error Cases	Case Error Rate	Allotment	Error Amount	Error Rate
Ashland	1	0	0%	\$10	\$0	0.00%
Barron	4	0	0%	\$675	\$0	0.00%
Brown	13	1	8%	\$2,700	\$39	1.40%
Buffalo	2	1	50%	\$251	\$102	40.60%
Burnett	1	0	0%	\$111	\$0	0.00%
Chippewa	6	0	0%	\$1,041	\$0	0.00%
Columbia	3	0	0%	\$648	\$0	0.00%
Crawford	1	0	0%	\$32	\$0	0.00%
Dane	18	2	11%	\$3,466	\$226	6.50%
Dodge	2	0	0%	\$882	\$0	0.00%
Door	3	0	0%	\$621	\$0	0.00%
Douglas	3	0	0%	\$843	\$0	0.00%
Dunn	1	0	0%	\$240	\$0	0.00%
Eau Claire	7	0	0%	\$1,976	\$0	0.00%
Fond du Lac	4	1	25%	\$579	\$42	7.30%
Green	1	0	0%	\$393	\$0	0.00%
Iowa	3	1	33%	\$659	\$72	10.90%
Jackson	1	0	0%	\$187	\$0	0.00%
Jefferson	4	1	25%	\$1,282	\$74	5.80%
Kenosha	14	2	14%	\$2,769	\$164	5.90%
LaCrosse	6	1	17%	\$771	\$49	6.40%
Lincoln	4	0	0%	\$553	\$0	0.00%
Marathon	7	1	14%	\$1,079	\$156	14.50%
Marquette	1	1	100%	\$256	\$55	21.50%
Milwaukee	145	22	15%	\$28,557	\$1,724	6.00%
Monroe	3	0	0%	\$106	\$0	0.00%
Oconto	3	0	0%	\$1,254	\$0	0.00%
Oneida	1	1	100%	\$127	\$84	66.10%
Outagamie	5	1	20%	\$882	\$176	20.00%
Ozaukee	2	1	50%	\$175	\$37	21.10%
Pepin	2	0	0%	\$150	\$0	0.00%
Portage	4	0	0%	\$775	\$0	0.00%
Price	2	0	0%	\$229	\$0	0.00%
Racine	13	1	8%	\$2,171	\$37	1.70%
Richland	1	0	0%	\$149	\$0	0.00%
Rock	11	1	9%	\$1,730	\$92	5.30%
Rusk	2	0	0%	\$53	\$0	0.00%
Sauk	3	0	0%	\$1,146	\$0	0.00%
Sawyer	1	0	0%	\$10	\$0	0.00%
Shawano	1	0	0%	\$10	\$0	0.00%
Sheboygan	4	0	0%	\$1,141	\$0	0.00%
Trempealeau	2	1	50%	\$48	\$26	54.20%
Vernon	1	0	0%	\$77	\$0	0.00%
Vilas	1	1	100%	\$179	\$64	35.80%
Walworth	4	0	0%	\$1,031	\$0	0.00%
Washington	3	1	33%	\$274	\$109	39.80%
Waukesha	7	0	0%	\$1,106	\$0	0.00%
Waupaca	3	0	0%	\$881	\$0	0.00%
Winnebago	8	1	13%	\$1,430	\$29	2.00%
Wood	5	0	0%	\$1,662	\$0	0.00%
Totals	347	43	12%	\$67,377	\$3,357	4.98%